UDOT Right of Way Documentation A Beginning to the End...? Transitioning from paper to eRecords





James A. Olschewski, PLS, CET Deputy Director Right of Way

Agenda

A History...
Previous Record Keeping
An Idea (going paperless)
What we have Today



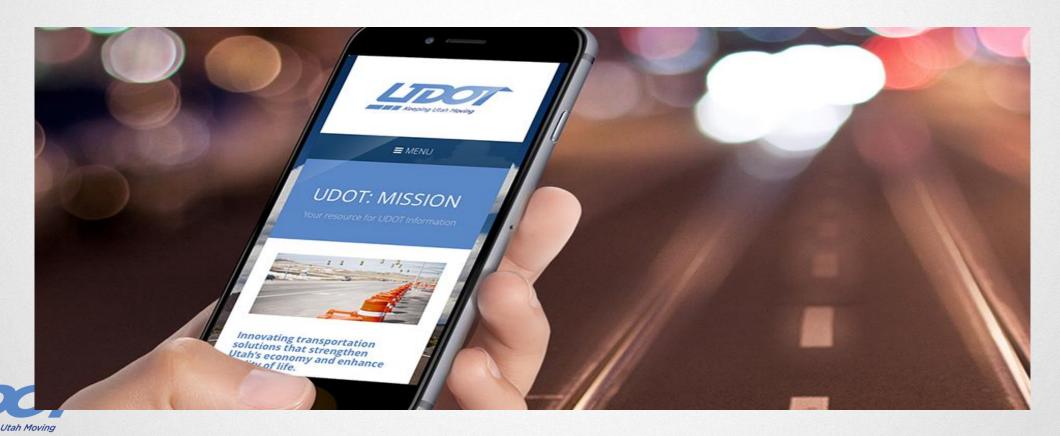
UDOT's Vision





Mission Statement

Innovating transportation solutions that strengthen Utah's economy and enhance quality of life.



Strategic Goals



Zero Fatalities



Preserve Infrastructure







UDOT'S Road Map

UDOT'S ROAD MAP

VISION

KEEPING UTAH MOVING

MISSION

Innovating transportation solutions that strengthen Utah's economy and enhance quality of life.

STRATEGIC GOALS

ZERO CRASHES, INJURIES AND FATALITIES

UDOT is committed to safety, and we won't rest until we achieve zero crashes, zero injuries and zero fatalities.

PRESERVE INFRASTRUCTURE

We believe good roads cost less, and through proactive preservation we maximize the value of our infrastructure investment for today and the future.

OPTIMIZE MOBILITY

UDOT optimizes traffic mobility by adding roadway capacity and incorporating innovative design and traffic management strategies.

EMPHASIS AREAS INTEGRATED 4 TRANSPARENCY **TRANSPORTATION COLLABORATION** QUALITY **EDUCATION UDOT'S CORE VALUES** INNOVATION DEDICATION PASSION INTEGRITY • FISCAL PUBLIC RESPONSIBILITY **RESPONSIVENESS**



Agenda

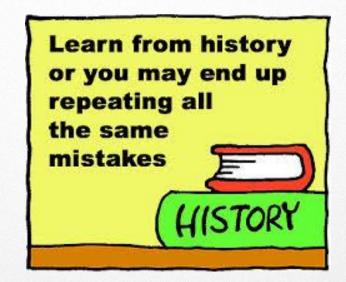
A History...



A History...











- March 23, 1909 Utah State Law creates the State Road Commission
 - Laws of Utah, 1909, Chapter 119, Pages 282-287
- The State Road Commission consisted of the:
 - Governor, State Engineer, State Treasurer, and 1 member of the Agricultural College of Utah and the U of U
- County Commissioners secure and acquires all public right-of-way(s) for the State
 Road Commission
- 1933 State law changes power from County Commissioners to the State Road Commission
 - Utah Code Annotated, 1953 as amended, Title 27, Chapter 12, Section 7



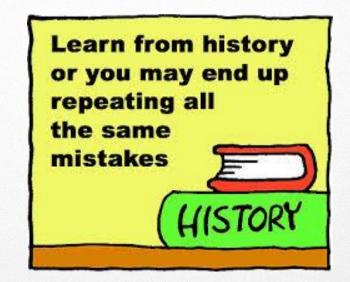
- 1945 Utah State Law grants authority to acquire state highways and limited-access facilities to the State Road Commission
 - Laws of Utah, 1945, Chapter 63, Sections 1-8
 - Utah Code Annotated, 1953 as amended, Title 27, Chapter 12, Sections 101 & 111
- 1953 State Road Commission is statutorily changed to the Department of Transportation
 - Utah Code Annotated, 1953 as amended, Title 27, Chapter 12, Sections 1
- 1975 The State Road Commission is dissolved and transferred to the Department of Transportation



Why was this History Lesson Necessary?















- Why Does UDOT do what we do...?
- As part of UDOT's Mission and Vision Statement, UDOT is tasked with designing and building cutting edge facilities.





- What is the purpose of UDOT Right of Way (ROW)?
 - To Clear the Right-of-Way for construction projects





- How does UDOT accomplish this?
- And under what Authority?
 - US Constitution
 - Bill of Rights
 - Federal Law
 - Federal Regulations
 - Utah Statutes



U.S. Constitution

Fifth Amendment / Bill of Rights

- No person shall be deprived of life, liberty, or property without due process of law.
- Private property shall not be taken (acquired) without payment of just compensation
 - Eminent Domain Authority: "The power of the government to take (acquire) private property for public purposes with payment of just compensation."



Uniform Act

Federal Law

- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (as amended)
 - URA
 - 49 CFR Part 24
- Address the rights of property owners & displaced persons (renters, etc.)



Uniform Act (continued)

- Applies to
 - All Federal and
 - Federally-assisted and
 - State Funded Projects
- Establishes minimum requirements for
 - Real property acquisitions (including the appraisal process).
 - Relocations



- To provide for the uniform, fair and equitable treatment of persons whose real property is acquired or who are displaced, in connection with Federally funded projects.
- To ensure such persons do not suffer a disproportionate impact as a result of projects which benefit the public.
- To encourage and expedite acquisition by agreement.



- How does UDOT accomplish this?
 - With Right-of-Way maps to:
 - Define the new corridor
 - Identify additional property needed for the project
 - Relocate owners if/when needed







UDOT Documents

- How do we accomplish this task?
- What are the resources available?
 - -ROW manuals
 - Operations Manual
 - Design
 - Forms
 - Existing maps
 - Additional Required Documents





UDOT Documents

- How does UDOT accomplish this?
 - With Right-of-Way maps to:
 - Define the new corridor
 - Identify additional property needed for the project
 - Relocate owners if/when needed



UDOT Documents

Required UDOT Documents

- ROW Maps
- ROW Notices
- ROW Contracts
- Appraisals
- Negotiation Logs

Additional Documents

- Possible Condemnations
- Court Documents
- Recording Information



Agenda

A History... Previous Record Keeping

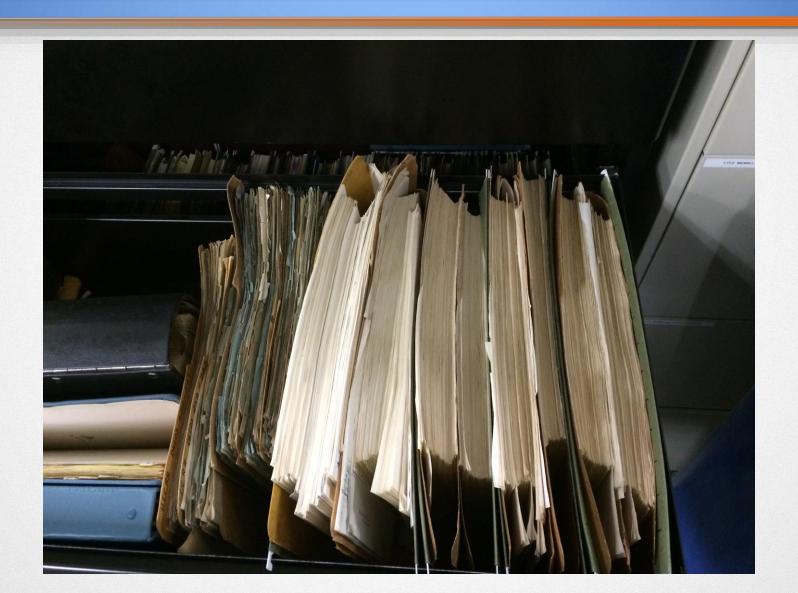


- All Documents were paper documents
 - ROW Maps
 - ROW Notices
 - ROW Contracts
 - Appraisals
 - Negotiation Logs
- Additional Documents
 - Possible Condemnations
 - Court Documents
 - Recording Information



- UDOT Required to retain all original copies
 - ROW Maps
 - ROW Contracts
 - Appraisals
 - Negotiation Logs
- Additional Documents
 - Possible Condemnations
 - Court Documents
 - Recording Information













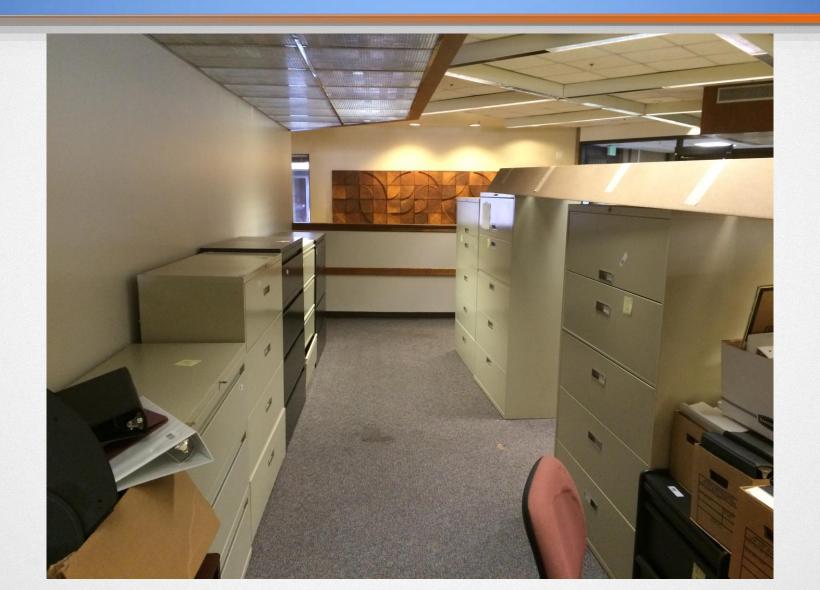








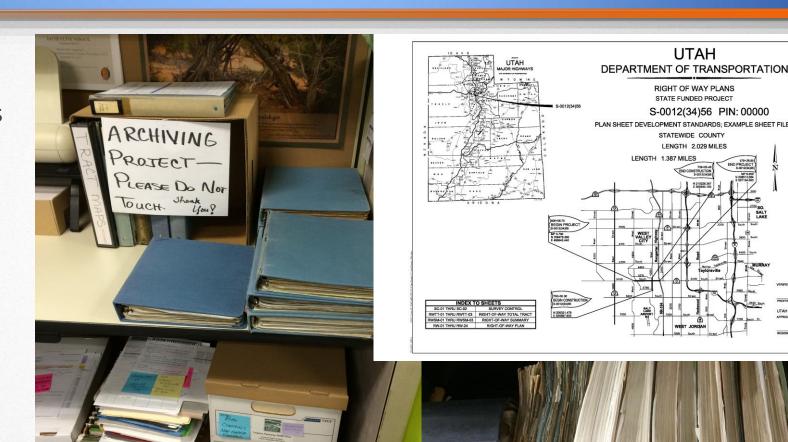






LITAH DEPARTMENT OF TRANSPORTATIO

- 28 Cabinets
 - 112 Drawers full of files
 - Files of different sizes
 - Maps
 - Reports
- 16 Boxes
 - Ready to be Archived
 - Not scanned



County



Agenda

A History...
Previous Record Keeping
An Idea (going paperless)





Previous Record Keeping

- How do we move forward?
 - What is the process?
 - How do scan all this data?
 - Reports
- What do we receive?
 - Was is the format?
 - How will we transfer?







Utah Department of Transportation 4501 South 2700 West Salt Lake City, Utah 84114-8240 801-965-4209

RIGHT OF WAY PROJECTWISE GUIDE

www.udot.utah/go/rowprojectwiseguide







Previous Record Keeping

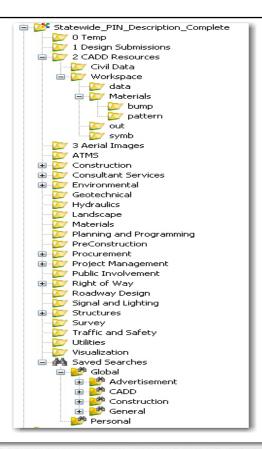
Need a place store all the Data.



Project Working Directory

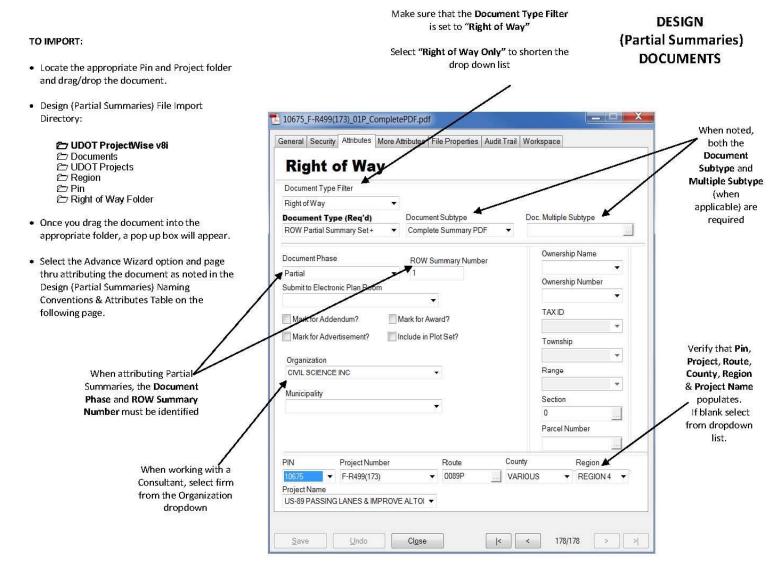
Each Project in UDOT ProjectWise environment has the same folder structures as shown in the image. Each project user group has its own working directory, security setup, user interface as well as document attributes.

Click here to download UDOT ProjectWise Project Working Directory Guideline





Tips for Attributing Design Documents





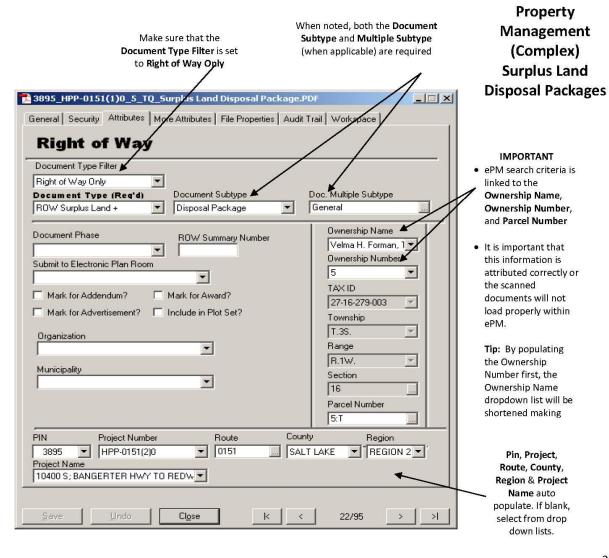
Design Documents Naming Conventions and Attributes

DOCUMENT TYPE	SUBTYPE	NAMING CONVENTION	FILE FORMAT	DOCUMENT IMPORT RULES	DOCUMENT IMPORT LOCATION		
ROW PARTIAL SUMMARY SET+	Complete Summary PDF *See Page 8 for a list of required documents	Pin_Project_Summary_Complete pdf Example 8061_F-0144(21)0_08P_Complete PDF.pdf	.pdf .tif	Documents must be imported in .pdf format.	UDOT ProjectWise v8i ☐ Documents ☐ UDOT Projects ☐ Region		
	Deed Plot	Pin_Project_Summary_Parcel_Deed Plotter Example 8061_F-0114(21)0_08P_109_DeedPlot.pdf 8061_F-0114(21)0_08P_109_DeedPlot.des	.pdf	Deed Plots or other parcel closure verification from CADD Application is required for each parcel	☐ Pin / Project ☐ ROW Folder		
	ePM Summary	Pin_Project_Summary_e-Summary Example 8061_F-0114(21)0_08P_E-Summary.xls	.xls	Documents must be imported in the .xls format.			
	Ownership Record	Pin_Project_Summary_Parcel_Own Example(s) • 8061_F-0114(21)0_08P_128_Own.pdf • 8061_F-0114(21)0_08P_128_Own.tif	.pdf .doc	Documents must be imported in both the .doc <u>and</u> .pdf format. <u>MS Office Vista</u> is not supported at this time and <u>will not</u> be accepted.			
	Plan Sheets (Temporary)	Pin_Project_Summary_Sheet No Example¹ • 8061_F-0114(21)0_08P_RW-03-Aerial.pdf Example² (Black/White) • 8061_F-0114(21)0_08P_RW-03.pdf • 8061_F-0114(21)0_08P_RW-03.tif	.pdf .dgn <u>Black / White</u> .pdf or .tif	Right of Way plan sheets with Aerial background must be imported in a .pdf format. Plans submitted in a black/white lined drawing may be imported in either a .tif or .pdf format. (Black/White is required for Final Plans)			
	ROW 53 Summary	Pin_Project_Summary_RW-53 Example(s) • 8061_F-0114(21)0_08P_RW 53.pdf • 8061_F-0114(21)0_08P_RW-53.doc	.pdf .doc	Documents must be imported in both the .doc <u>and</u> .pdf format. MS Office Vista is not supported at this time and <u>WILL NOT</u> be accepted.			
	Signature Deeds	Pin_Project_Summary_Parcel_Signature Example(s) • 8061_F-0114(21)0_08P_12B_EX_sig.pdf • 8061_F-0114(21)0_08P_12B_EX_sig.doc • 8061_F-0114(21)0_08P_109_2E_sig.pdf • 8061_F-0114(21)0_08P_109_2E_sig.doc • 8281_S-0089-(221)300_02S_REF_2.pdf	.pdf .doc	Documents must be imported in both the .doc <u>and</u> .pdf formats. MS <u>Office Vista</u> is supported at this time and <u>WILL NOT</u> be accepted			



Tips for Attributing Prop. Mgmt. (Complex) Surplus Land Disposal Packages

To Import: • Locate the appropriate Pin and Project folder and drag/drop the document. • Design (Partial Summaries) File Import Directory: UDOT ProjectWise v8i Documents Complex Right of Way Property Management Surplus Property Region Route • Once you drag the document into the appropriate folder, a pop up box will appear. · Select the Advance Wizard option and page thru attributing the document as noted in the Property Management Surplus Land Disposal Packages Naming Conventions & Attributes Table on the following page.





Utah Department of Transportation

CADD STANDARDS MANUAL

February 2012



2015

PLAN SHEET DEVELOPMENT STANDARDS EXAMPLE SHEETS





Plan Sheet Development Standards Committee
Utah Department of Transportation
1/1/2015

TABLE OF CONTENTS						
SHEET NUMBER	DESCRIPTION					
1	UDOT STANDARD BORDERS					
2-7	TITLE SHEETS AND GENERAL SHEETS					
8	SURVEY CONTROL					
9 - 10	TYPICAL SECTION					
11- 12	DETAILS					
13 - 17	SUMMARY					
18	MAINTENANCE OF TRAFFIC					
19 - 20	ROADWAY					
21	ROADWAY PROFILE					
22	REMOVAL					
23	UTILITY					
24	RAILROAD					
25	GRADE					
26 - 27	DRAINAGE					
28	IRRIGATION					
29	EROSION CONTROL					
30	LANDSCAPE					
31	WETLAND MITIGATION					
32 - 33	SIGNING					
34	STRIPING					
35 - 42	SIGNAL					
43 - 45	LIGHTING					
46 - 47	ADVANCED TRAFFIC MANAGEMENT SYSTEM					
48 - 51	RIGHT-OF-WAY					

Notes:

This is the UDOT Plan Sheet Development Standards Example Sheets.

The Example Sheets are not a complete representation of the Manual; they are intended as an illustration. If a discrepancy is found, the Manual takes precedence over the Example Sheets.

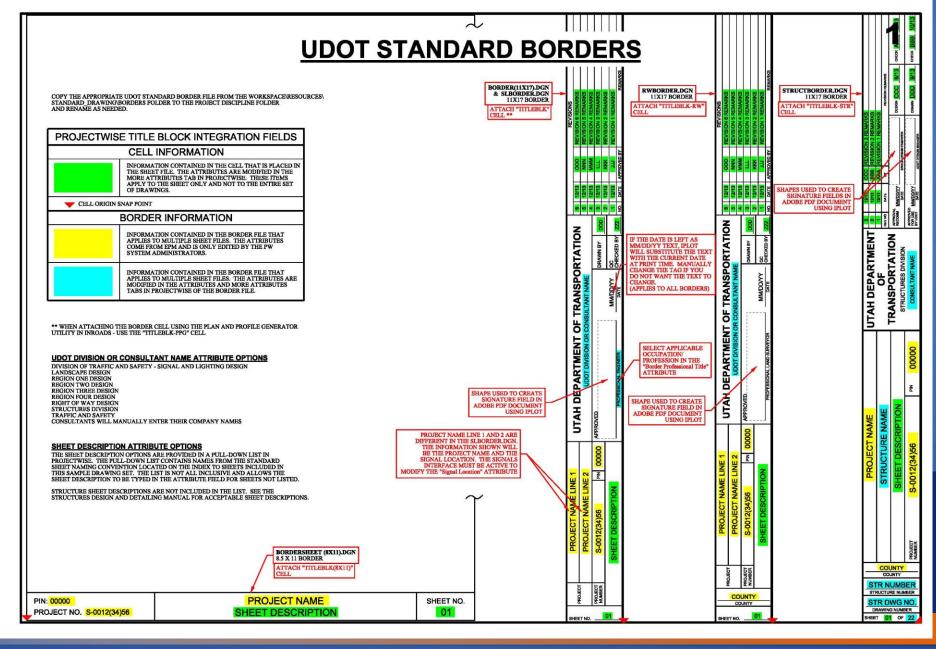
This set is not intended to show how to do the design of the projects but to show the Drafting Standards adopted by UDOT. Information shown on these example sheets do not represent design standards.

It is not intended to be a complete working design set, each sheet has been taken from or created to show the best working example of each type of sheet that might be included in a design set of plans.

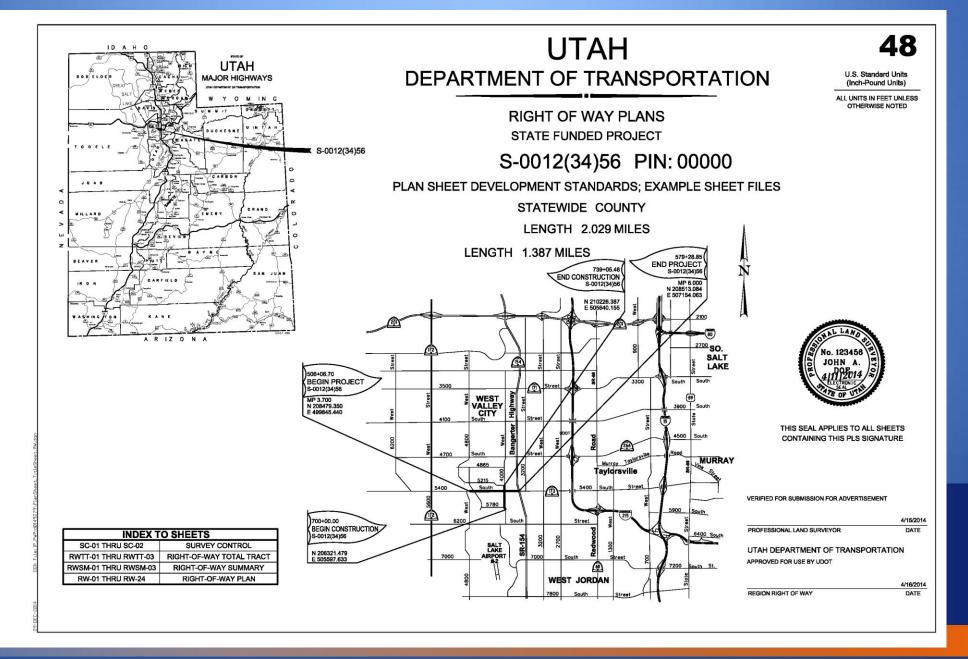
It is not an all inclusive set nor is it meant to be used for all designs.

This is a sample of sheets that make up a Design Plan Set. Other plan sets will look similar and may have more or less sheets as needed for the Design.











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A History...
Previous Record Keeping
An Idea (going paperless)
What we have Today



Files and Data Moving Forward

- What was accomplished?
 - UCI scanned 28 Cabinets
 - -106 Drawers
 - -837,219 images were scanned
- What was archived?
 - All the paper copies were boxed up and sent to State Archives under the Series #25168
 - -288 Boxes sent...



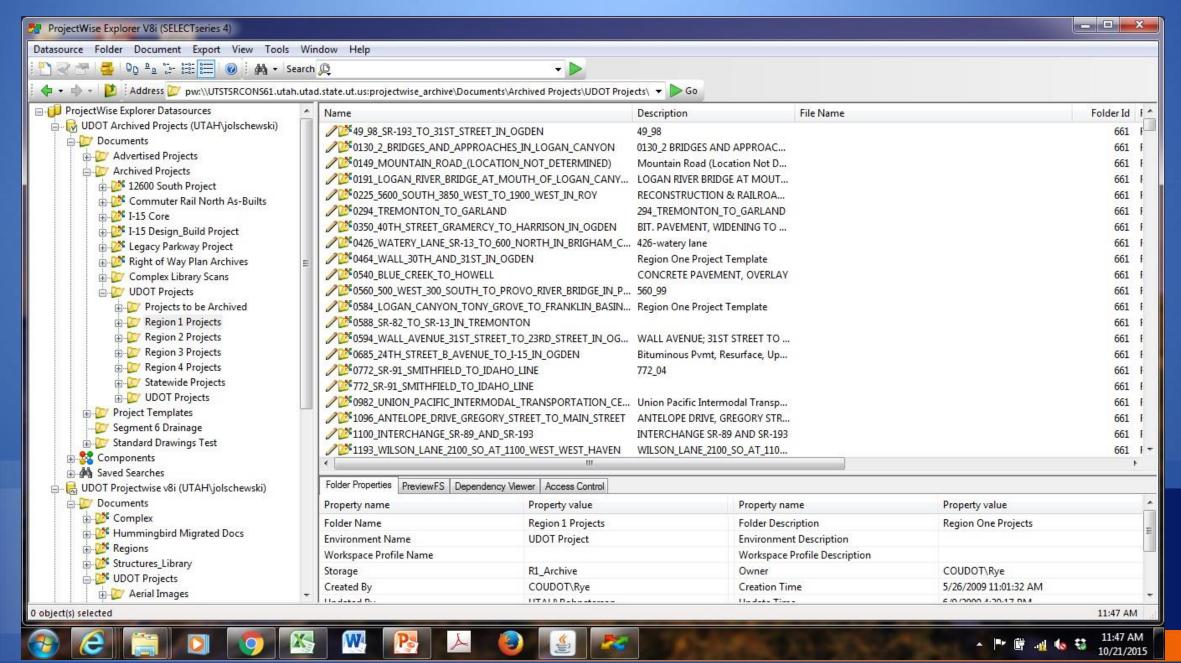
Files Scanned by UCI

- 28 Cabinets 106 Drawers
 - -837,219 images were scanned
 - -288 Boxes sent to State Archives (#25168 Series)
- Additional ROW files from the Region
 - -17 Cabinets 72 Drawers
 - -51,169 images were scanned
 - -137 Boxes sent to State Archives (#28687 Series)
 - -292 Binder Boxes
 - -10,870 Images scanned
 - -37 Boxes (series #28737)

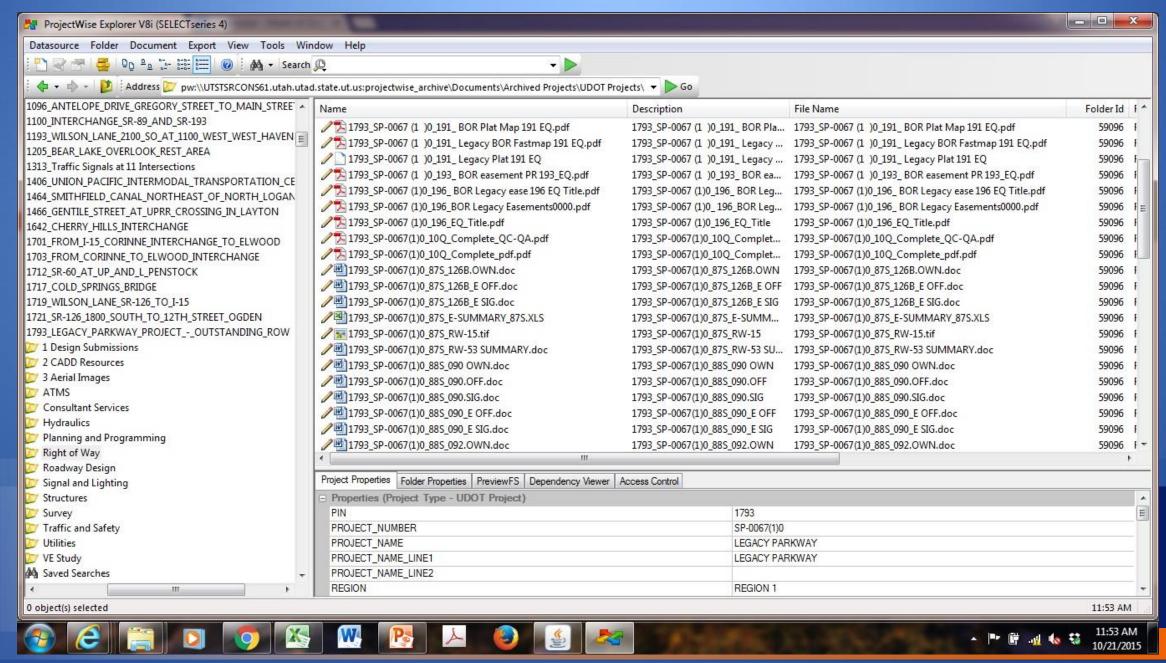


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The state of the s		rype Document Type County ROW Acquisition File Tooele	PIN 838	Project Number Range NH-0036(6)63		2000	en Count
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838_NH-0036(6)63_2, 27, 28_Acq file	Sample Box \838_NH-0036(6)63_2, 27, 2838_NH-0036(6)63_2, 27, 28_Acq file	ROW Acquisition File Toolle	838	NH-0036(6)63		2000	
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838_NH-0036(6)63_5, 6, 7, 11_Acq File 838_NH-0036(6)63_8_Acq File	Sample Box \838_NH-0036(6)63_5, 6, 7, 838_NH-0036(6)63_5, 6, 7, 11_Acq File Sample Box \838_NH-0036(6)63_8_Acq 838_NH-0036(6)63_8_Acq File	ROW Acquisition File Toolle	838	NH-0036(6)63		2003	
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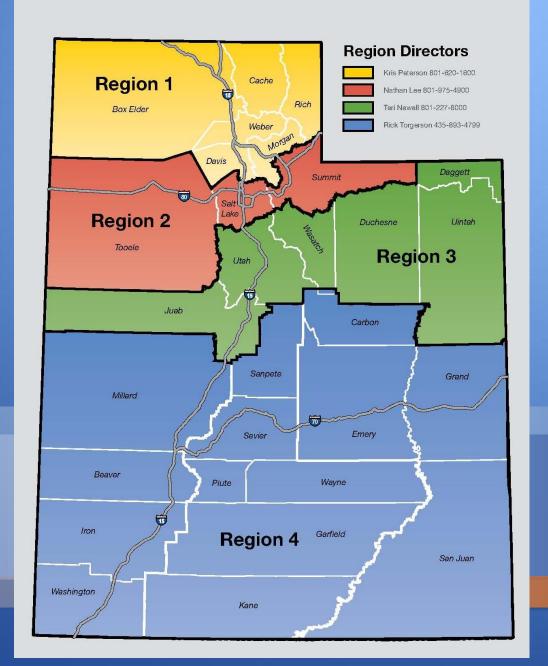








UDOT REGIONS



R1 – Essy Rahimzadegan

R2 – Brad Mortensen

R3 – TBD...

R4 – Jared Beard

Complex – Jason Henley

Complex – Travis Daley









UDOT's Vision



